



## **Public Works Project Public Involvement Process**

The following flow chart represents the typical public involvement during project development. Depending on the type and complexity of the project, the process may vary. Public Works Staff members are always available to meet with owners as a group or on an individual basis to discuss projects and how they may affect adjacent property.

- Project Initiation  
identify interested parties (stake holders)
- Informal meeting with interested parties
  - Public Input
- Develop Concept Plan and Report
- Letter is sent to interested parties with:  
Public hearing date  
Copy of Report to City Council
- Public hearing at City Council meeting
  - Public Input
  - Direction from City Council  
approve design recommendations  
Council discussion and input  
proceed with project
- Preliminary Plan
- Right of Way Plan and Descriptions
- Right of way acquisition
- Final plans and specifications
- Bidding and Contracting
- Construction